



# **Departmental Quarterly Performance Report**

**Office of Public Transportation Management**

**January – March  
2003  
2<sup>nd</sup> Quarter**

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# Departmental Quarterly Performance Report

Department Name:

Reporting Period:

## MAJOR PERFORMANCE INITIATIVES

### Describe Key Initiatives and Status

Check all that apply

County Mgr. Priority (Circle One): <i>People</i> <b><u>Service</u></b> <i>Technology</i> <i>Fiscal Responsibility</i>  Improve the level of bus service throughout Miami-Dade County.  <ul style="list-style-type: none"><li>• Ordered 170 buses to be delivered in 2003.</li><li>• Made improvements to 70 existing Metrobus routes and added six new ones.</li><li>• Completed detailed planning of service improvements for April through August 2003</li></ul>	<input checked="" type="checkbox"/> <i>Strategic Plan</i> <input checked="" type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ (Describe)
County Mgr. Priority (Circle One): <i>People</i> <b><u>Service</u></b> <i>Technology</i> <i>Fiscal Responsibility</i>  Improve the level of Metro-Rail service throughout Miami-Dade County.  <ul style="list-style-type: none"><li>• Executive Director met with congressional staff to discuss status of North and East West Corridors.</li><li>• Submitted request for a Full Funding Grant Agreement for the North and East West Corridor</li></ul>	<input checked="" type="checkbox"/> <i>Strategic Plan</i> <input checked="" type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ (Describe)
County Mgr. Priority (Circle One): <i>People</i> <i>Service</i> <b><u>Technology</u></b> <i>Fiscal Responsibility</i>  Build a safe and functional mass transit system for Miami-Dade County.  <ul style="list-style-type: none"><li>• Supported a \$23 million funding request to enhance and install security systems through MDT properties.</li></ul>	<input checked="" type="checkbox"/> <i>Strategic Plan</i> <input checked="" type="checkbox"/> <i>Business Plan</i> <input type="checkbox"/> <i>Budgeted Priorities</i> <input type="checkbox"/> <i>Customer Service</i> <input type="checkbox"/> <i>ECC Project</i> <input type="checkbox"/> <i>Workforce Dev.</i> <input type="checkbox"/> <i>Audit Response</i> <input type="checkbox"/> <i>Other</i> _____ (Describe)

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## PERSONNEL SUMMARY

### *A. Filled/Vacancy Report*

NUMBER OF FULL-TIME POSITIONS	Filled as of September 30 of Prior Year	Current Year Budget	Actual Number of Filled and Vacant positions at the end of each quarter							
			Quarter 1		Quarter 2		Quarter 3		Quarter 4	
			Filled	Vacant	Filled	Vacant	Filled	Vacant	Filled	Vacant
			0	65	-	-	48	17		

### Notes:

#### *B. Key Vacancies*

Public Affairs Division has ten authorized positions and only one is filled.

Service Planning has four authorized Field Technician positions and only one is filled.

System Monitoring has six authorized positions and only one is filled.

Finance Divisions have five authorized positions and only two are filled.

Management Services Division has six authorized positions and only three are filled.

#### *C. Turnover Issues*

None.

#### *D. Skill/Hiring Issues*

The hiring freeze is causing a delay of critical work.

#### *E. Part-time, Temporary and Seasonal Personnel*

*(Including the number of temporaries long-term with the Department)*

#### *F. Other Issues*

OPTM has been authorized 35 overage positions, of these 16 are filled for a total staff of 64.

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## FINANCIAL SUMMARY

(All Dollars in Thousands)

	PRIOR YEAR Actual	Total Annual Budget	CURRENT FISCAL YEAR					
			Quarter		Year-to-date			
			Budget	Actual	Budget	Actual	\$ Variance	% of Annual Budget
Revenues								
P.T.P Tax	0	117,500	0	0	0	0	0	N/A
Total	0	117,500	0	0	0	0	0	N/A
Expense*								
Personnel	0	3,816	1,272	1,442	1,272	1,442	170	38%
Other Expenses	0	2,684	895	43	895	43	(852)	2%
Capital	0							
Total	0	6,500	2,167	1,485	2,167	1,485	(681)	23%

\* Expenditures are net of reimbursements and reflect only March actual plus estimates for January and February.

### Equity in pooled cash (for proprietary funds only)

Fund/ Subfund	Prior Year	Projected at Year-end as of			
		Quarter 1	Quarter 2	Quarter 3	Quarter 4
Total					

Comments:

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### ***STATEMENT OF PROJECTION AND OUTLOOK***

**The Department projects to be within authorized budgeted expenditures and projects that available revenues will exceed expenses except as noted below:**

Notes and Issues:

N/A

### **DEPARTMENT DIRECTOR REVIEW**

The Department Director has reviewed this report in its entirety and agrees with all information presented including the statement of projection and outlook.

\_\_\_\_\_  
Signature

Department Director

Date \_\_\_\_\_